

INSTALLATION STATUS REPORT (ISR)

RESEARCH & DEVELOPMENT BUILDINGS

**PROPOSERS: ASST SEC OF ARMY (ACQ, LOGISTICS AND TECH), SARD-TR (703) 601-1515/DSN 329-1515
ARMY MATERIAL COMMAND, AMXIS-C (309) 782-8291/DSN 793-8291**

**REVISION DATE: 30 SEPTEMBER 2002
FOR USE WITH THE 2003 ISR DATA COLLECTION**

INCLUDES THE FOLLOWING FCG(s):

- F31000 - RDT&E LABS (SF)*
- F31060 - MED RES LABS (SF)
- F31100 - AIRCRAFT RDT&E FACILITIES (SF)
- F31200 - MISSILE, SPACE RDT&E FACILITIES (SF)
- F31400 - TANK/AUTOMOTIVE RDT&E FACILITIES (SF)
- F31500 - WEAPON/WEAPON SYS RDT&E FAC (SF)
- F31600 - AMMUNITION RDT&E FACILITIES (SF)
- F31700 - COMMO-ELECTRONICS RDT&E FAC (SF)
- F31800 - PROPULSION RDT&E FACILITIES (SF)
- F31900 - MISC ITEMS/EQUIP RDT&E FAC (SF)
- F32100 - TECHNICAL SERVICES RDT&E FAC (SF)
- F37100 - RDT&E RANGE BUILDINGS (SF)

STANDARDS BOOKLET

BOOKLET 11

* FCG Unit of Measure. Refer to *Implementing Instructions*, Appendix G, for definition.

ISR FACILITY INSPECTION INSTRUCTIONS

1. Select the appropriate inspection worksheet and rating standards booklet to evaluate your facility (the appropriate booklet number is identified in the upper right corner of the worksheet). Only use worksheets that have been produced by the current ISR1 software, i.e., barcodes and correct installation and facility information are printed at the top of the page. In particular, verify that the building number on the worksheet matches that of the facility you are inspecting, and the Facility Category Group (FCG) description on the worksheet matches the space you will be rating in the facility (some facilities consist of space from several FCGs, each of which will require a separate worksheet and associated rating booklet).
2. At the top of the inspection worksheet, enter Inspector name and phone number, and the date completed.
3. Rate each component on the inspection worksheet by selecting the color rating that BEST FITS the component being evaluated. First look at the picture in the standards booklet, then at the rating elements under each color to determine which color best describes the overall condition of the component being rated. Then place an "X" in the appropriate box on the inspection worksheet. If an inspection component is not in the facility and it is not needed, place an "X" in the "N/A" box for that component. If an inspection component is not in the facility and it is needed, rate that component as RED.
4. RED ratings require comment. For every component that is rated RED, write a brief explanation in the space provided on the inspection worksheet. For each RED rating, consider submitting a work order to correct the deficiency.
5. Sum the number of "X"s in each column and record each total on the line designated at the bottom of the column.
6. Identify the Overall Quality Rating. The Overall Quality Rating is the color that received the most ratings among the inspected components. This was calculated in Step 5 above. If there is a tie for the most color ratings, then the lower color rating prevails and is the Overall Quality Rating for the facility. Circle the appropriate Overall Color Rating choice in the upper right hand corner of the worksheet.
7. Optional: write a brief comment concerning any facility location issues, such as location of the facility on the installation, proximity to related facilities, and appropriate vehicle access. Continue on the reverse of the inspection worksheet if needed.
8. Optional: write a brief comment concerning any environmental, health, safety, and historic preservation issues. Continue on the reverse of the inspection worksheet if needed.
9. Have the unit commander or activity director review and sign the inspection worksheet, and add any desired comment.

MISSION FACILITY WORKSHEET
(Use with Booklet #11)
RESEARCH AND DEVELOPMENT BUILDINGS

Overall Quality Rating
(Circle One):

Green Amber Red

Facility Number: Installation Inspector: Date Completed:
Facility User UIC: Number: _____
Facility Category Group: Phone #: _____
Unit of Measure: _____

FACILITY CONDITION ASSESSMENT

Condition of Each Component
Place an "X" in the box that applies to each component.

Inspection Component	GREEN	AMBER	RED	N/A
Common Building Areas				
1. Site & Grounds	[]	[]	[]	[]
2. Parking	[]	[]	[]	[]
3. Building Exterior	[]	[]	[]	[]
4. Loading Dock	[]	[]	[]	[]
5. Lobby	[]	[]	[]	[]
6. Administrative Areas	[]	[]	[]	[]
7. Stairs	[]	[]	[]	[]
8. Corridors	[]	[]	[]	[]
9. Toilets/Shower/Locker Room	[]	[]	[]	[]
10. Utilities	[]	[]	[]	[]
Facility Specific Areas				
11. Computer Facilities	[]	[]	[]	[]
12. Laboratory/Research Area	[]	[]	[]	[]
13. Meeting/Conference Room	[]	[]	[]	[]
Overall Quality Rating:	[]	[]	[]	

Mark the color with the greatest number of "X"s.
If two or more colors have equal number of "X"s, choose the worst color rating.

Red Rating Explanation: _____

Location Comment: _____

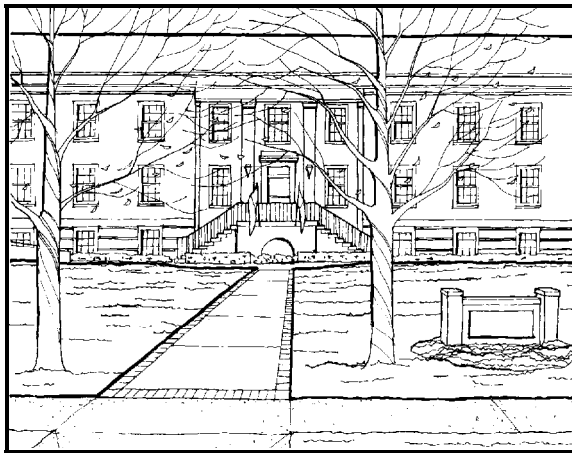
Environmental, Health, Safety, & Preservation (EHSP) Comment: _____

COMMANDER/DIRECTOR SIGNATURE _____

RESEARCH & DEVELOPMENT FACILITY STANDARDS BOOKLET

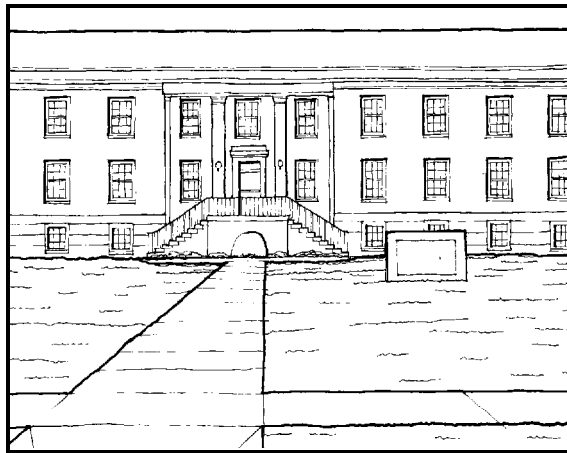
SITE & GROUNDS

GREEN



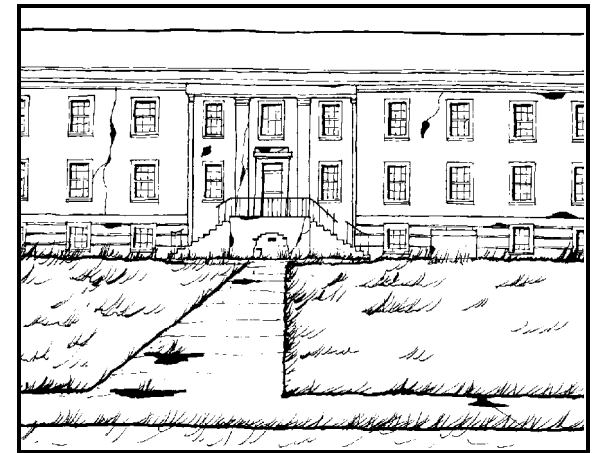
- Landscape fully developed, appropriate to the area, & easy to maintain
- Curb, gutter, & paved sidewalk installed with paved sidewalk from parking to facility
- Utility services and equipment appropriately screened
- Site handicapped accessible
- Dumpster appropriately screened
- Site lighting properly placed and functional
- Surrounded by compatible activities or transition through use of landscaping and site development

AMBER



- Minimal landscaping
- Sidewalks installed, gravel walkways from parking to facility
- Utility service lines and equipment orderly in appearance
- Some handicap provisions
- Dumpster located in service area
- Site lighting provided
- Incompatible surrounding activities have minor impact

RED



- Poorly developed or no landscaping with poor drainage
- Sidewalks in disrepair or not installed, no walkways from parking to facility
- Utility service lines and equipment exposed and disorderly
- No provision for the handicapped
- Dumpster not screened
- Damaged, inadequate, or no lighting
- Impacted by surrounding incompatible activities

RESEARCH & DEVELOPMENT FACILITY STANDARDS

BOOKLET

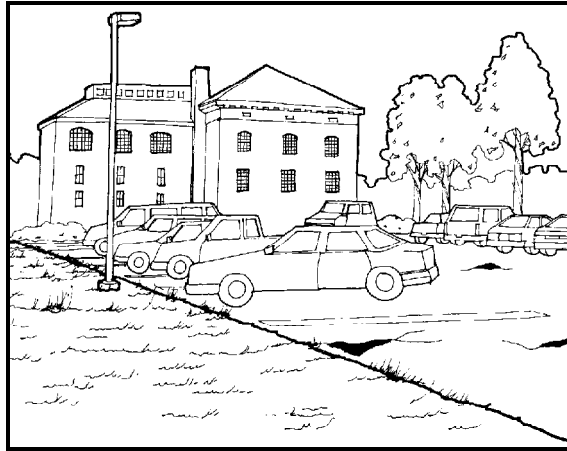
PARKING

GREEN



- Smooth, level pavement without large holes or cracks
- Parking spaces marked and adequately sized
- Drainage adequate
- Parking close to facility
- Handicapped parking provided
- High efficiency site lighting
- Adequate parking for all employees and visitors
- Site fully developed with landscaping and site features

AMBER



- Uneven pavement with large holes or cracks
- Parking spaces marked on pavement and are small
- Some drainage problems
- Parking within the vicinity of the facility
- Some handicapped parking provided
- Site lighting provided
- Adequate parking for most employees and visitors
- Site includes some design features

RED



- Unpaved
- Parking spaces not identified
- Drainage problems
- No parking within the vicinity of the facility
- No handicapped parking provided
- No site lighting
- Inadequate parking for employees and visitors
- Open lot without distinguishing features

RESEARCH & DEVELOPMENT FACILITY STANDARDS BOOKLET

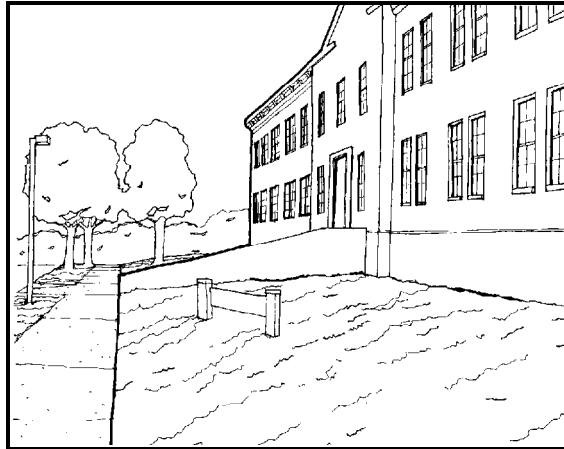
BUILDING EXTERIOR

GREEN



- Exterior components, colors and materials have a coordinated design theme; walls, windows and doors in sound condition
- Roof in good repair and fits architectural theme
- Gutters & down spouts function and fit design theme
- Entry emphasized by design
- Full handicapped access integral part of design
- Mechanical equipment screened in keeping with building design
- Exterior signage clearly visible and readable

AMBER



- Walls in good repair and painted, windows, doors, & structure in good repair
- Roof in good shape
- Gutters and down spouts in good repair
- Entry in good repair
- Handicapped access in place
- Mechanical equipment painted to match building color
- Exterior signage exists, not clearly visible

RED

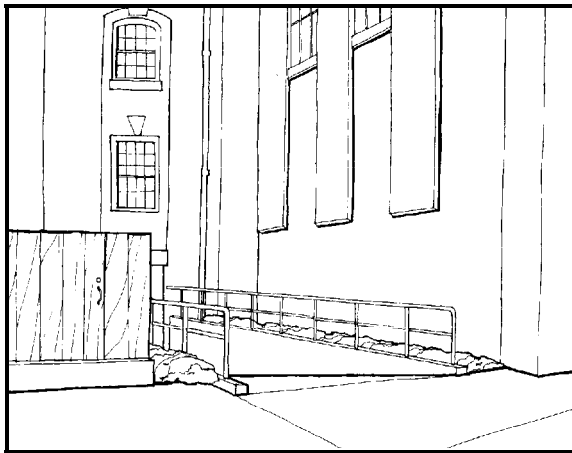


- Exterior walls have cracks and need painting, windows, doors, & siding broken or missing
- Roof leaks
- Gutter and down spouts missing or broken
- Entry in disrepair
- Building inaccessible to handicapped
- Unscreened mechanical equipment
- Inadequate exterior signage

RESEARCH & DEVELOPMENT FACILITY STANDARDS BOOKLET

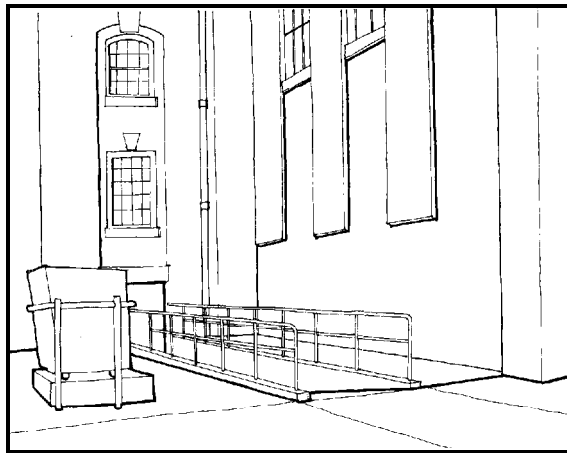
LOADING DOCK

GREEN



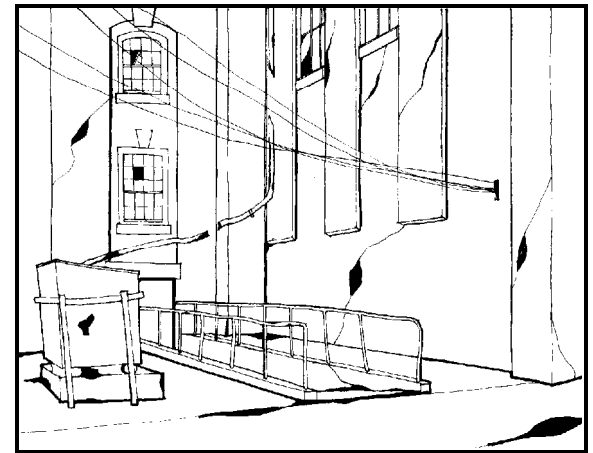
- Permanent exterior finishes have a coordinated design and are in good condition
- Dumpster screen incorporated into loading dock area design
- Building utility lines concealed

AMBER



- Building trim, gutters, down spouts, etc., in good repair
- Dumpster located inconspicuously
- Building mechanical equipment partially screened or painted

RED

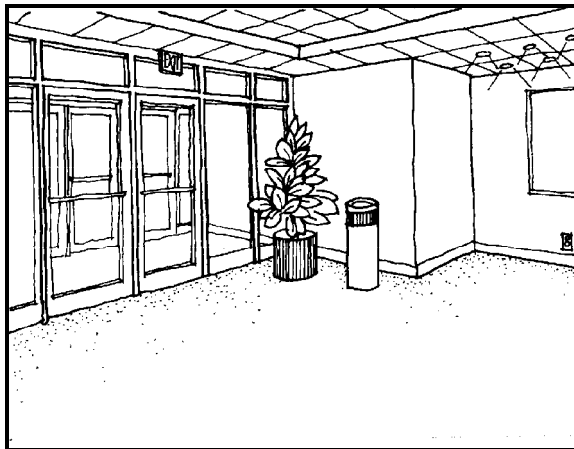


- Deteriorated gutters, down spouts, and building finishes
- Dumpster and other equipment do not relate to primary building color
- Building equipment and utility lines unsightly and disorderly

RESEARCH & DEVELOPMENT FACILITY STANDARDS BOOKLET

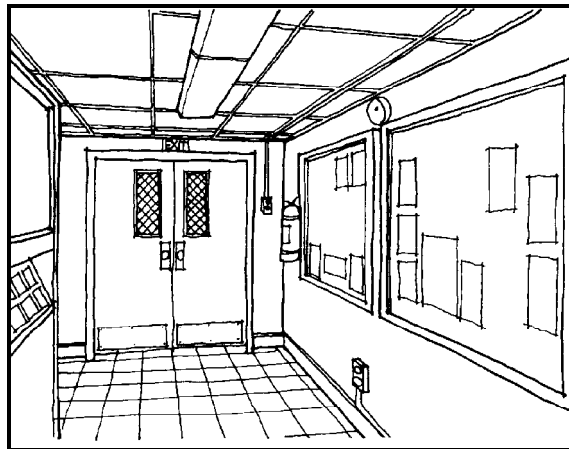
LOBBY

GREEN



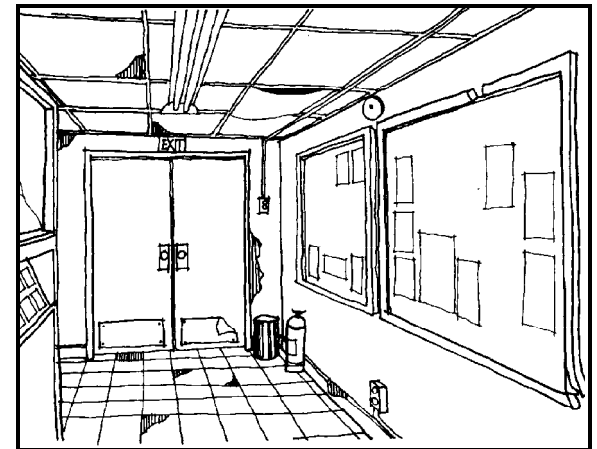
- Durable wall covering with ample, properly placed electrical fixtures
- Quality ceiling, with integrated lighting system and emergency lights
- Coherent, complete design of colors, material, and finishes
- Coordinated signage with building directory in lobby

AMBER



- Walls in good repair, electrical conduits covered to match wall colors
- Ceiling in good repair with sufficient lighting
- Attractive arrangement of room colors
- Signage minimal

RED

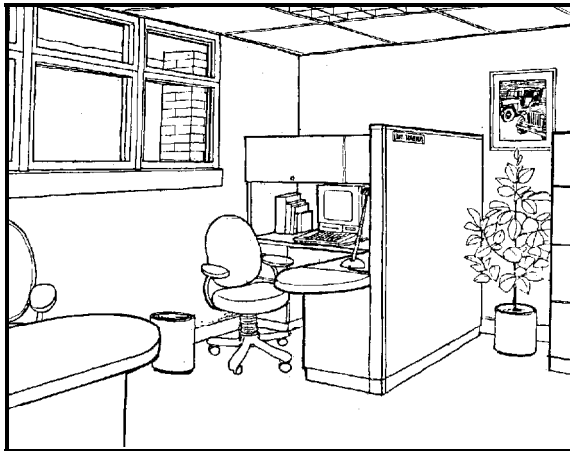


- Damaged wall covering, exposed conduit and cord run down the wall
- Damaged and stained ceiling with insufficient or poor lighting
- Disjointed combination of room colors
- No or poor signage

RESEARCH & DEVELOPMENT FACILITY STANDARDS BOOKLET

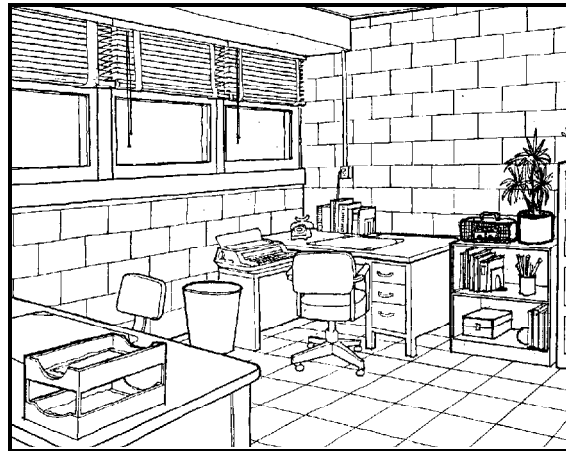
ADMINISTRATIVE AREAS

GREEN



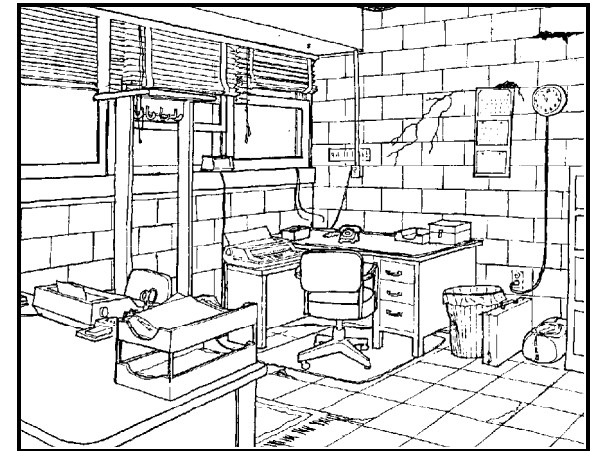
- Floor and wall materials of durable materials with complete finish details
- Quality ceiling with integrated lighting system
- Flexible, efficient layout with separate space requirements satisfied
- Complete, coherent interior design of coordinated colors, materials, and finishes
- Sufficient associated storage
- Heating, ventilation and air conditioning (HVAC) system maintains normal comfort cooling and heating
- Fire alarm and fire extinguisher systems are adequate

AMBER



- Good floor and walls with electrical conduit covered to match wall color
- Ceiling in good repair with appropriate lighting
- Satisfactory layout of space
- Attractive arrangement of colors and materials
- Inadequate storage space
- HVAC has some areas outside normal comfort cooling and heating
- Fire alarm and fire extinguisher systems damaged or inadequate

RED

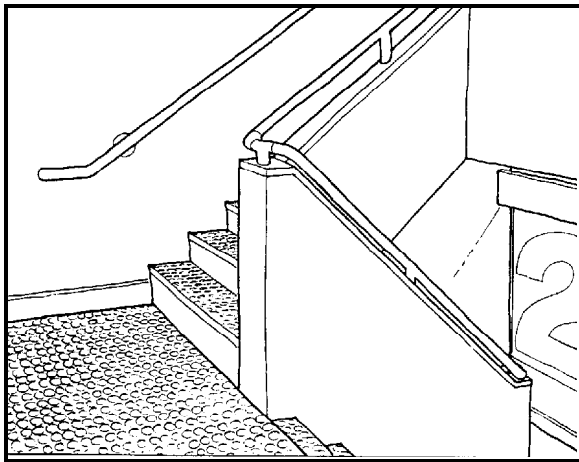


- Damaged or stained floor and walls, exposed electrical conduit and cords
- Damaged ceiling and inadequate lighting
- Poor, inefficient layout of building space
- Disjointed combination of room colors, and materials, incomplete in detail
- Inadequate storage space
- HVAC does not maintain normal comfort cooling and heating
- Lacks required fire alarm and fire extinguishing systems

RESEARCH & DEVELOPMENT FACILITY STANDARDS BOOKLET

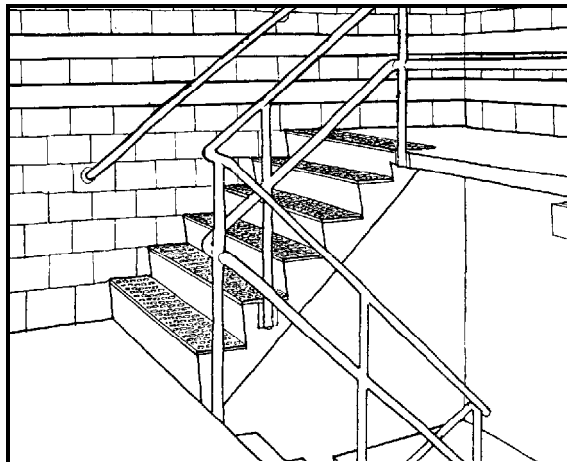
STAIRS

GREEN



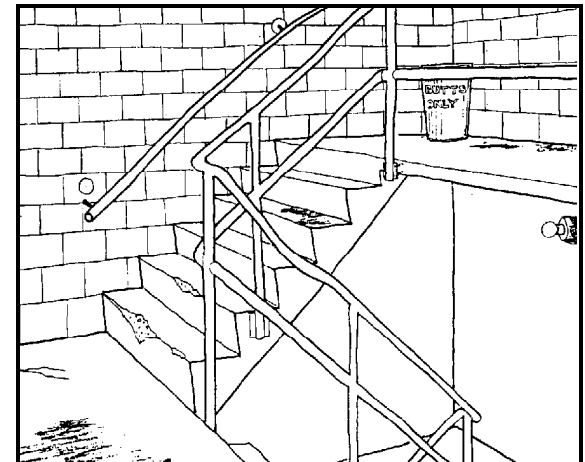
- Landings and stairs covered with non-skid material, stair treads are adequate and in good condition
- Stairwell ceilings & walls are adequate and in good condition
- Handrails are adequate and in good condition
- Signage is adequate and in good condition; e.g., exit signs are readily visible from any direction of exit access, exit signs are illuminated and visible in both the normal & emergency lighting

AMBER



- Landing and stairs have minor defects; e.g., chipped/worn treads, inadequate skid protection, etc.
- Stairwells ceilings & walls damaged; e.g., cracks, water damage, etc.
- Handrails damaged and/or not securely fastened to wall/floor
- Signage requires upgrading; e.g., floor and/or exit signs damaged (worn/faded), exit signs not visible from all directions and/or illuminated

RED



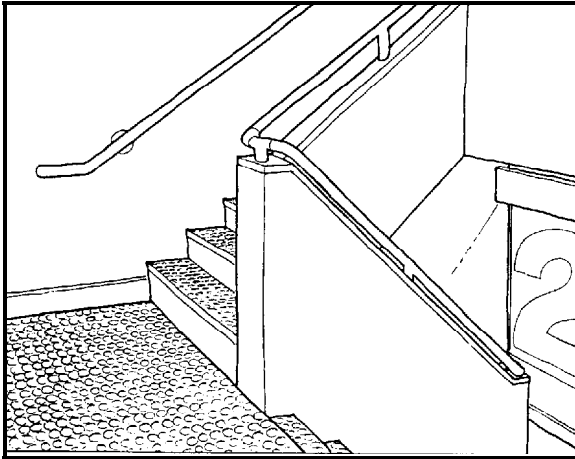
- Landings and stairs damaged and causing safety hazard
- Stairwell ceilings & walls severely damaged and causing safety hazard
- Handrails missing
- Floor level signs not posted, exits not marked

(CONTINUED ON NEXT PAGE)

RESEARCH & DEVELOPMENT FACILITY STANDARDS BOOKLET

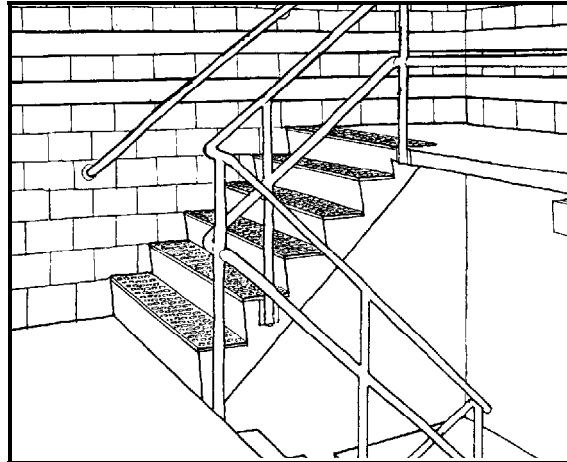
STAIRS CON'T

GREEN



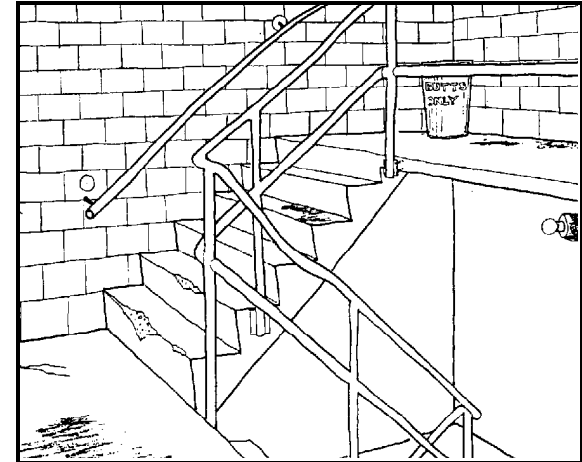
- Stair lighting in good condition and energy efficient
- Stairwells equipped with emergency lighting which is in good condition
- Stairwell equipped with fire doors; Exit doors easily opened from inside; Locks, if required, do not require use of key, tool, special knowledge, or effort for operation from inside of building

AMBER



- Lighting damaged and/or insufficient
- Emergency lighting requires repair or upgrading
- Doors require repair or upgrading; Door security devices prevent easy opening

RED



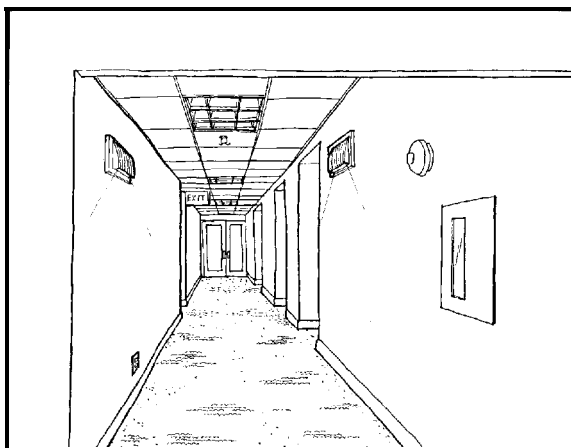
- Stairs require lighting
- Emergency lighting required
- Doors not fireproof; Doors missing

RESEARCH & DEVELOPMENT FACILITY STANDARDS

BOOKLET

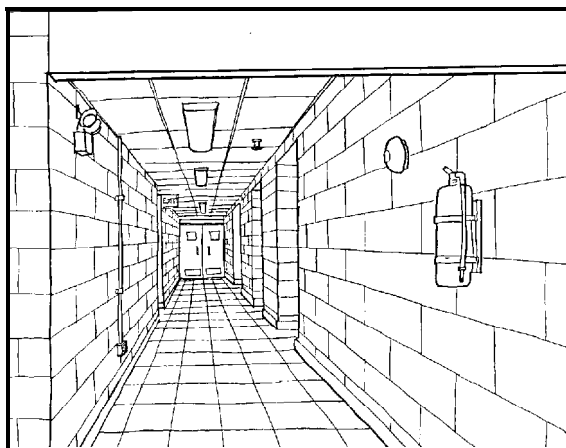
CORRIDORS

GREEN



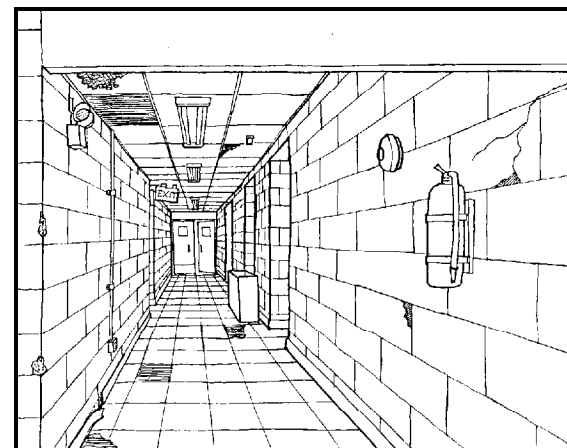
- Corridor ceilings and walls in good condition
- Signage is adequate and in good condition, appropriate signs are posted; e.g., hazard signs are posted and exit signs are readily visible from any direction of exit access, exit signs are illuminated and visible in both the normal & emergency lighting mode
- Corridor lighting in good condition and energy efficient
- Corridor equipped with emergency lighting which is adequate and in good condition
- Corridor clear of obstructions; Doors permit easy exiting from rooms and do not obstruct corridor
- Electric outlets in good condition, grounded and easily accessible

AMBER



- Corridor ceilings and walls damaged; e.g., cracks, water damage, etc.
- Signage requires upgrading; e.g., hazard and/or exit signs damaged (worn/faded), exit signs not visible from all directions and/or illuminated
- Lighting damaged and/or insufficient
- Emergency lighting requires repair or upgrading
- Corridor used as temporary storage area
- Outlets not easily accessible

RED

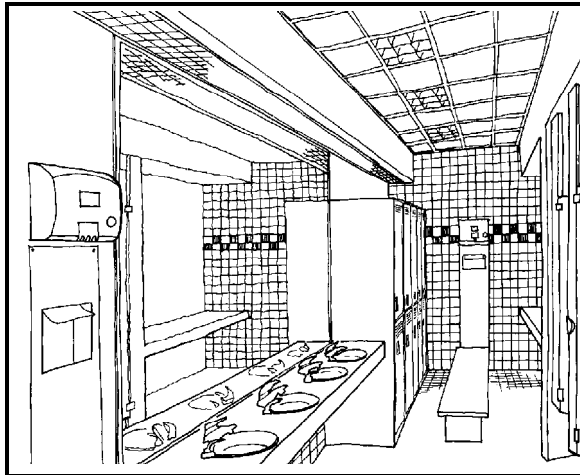


- Corridor ceilings and walls severely damaged and causing safety hazard
- Hazardous areas not posted, exits not marked
- Corridor requires lighting
- Emergency lighting required
- Corridor obstructed by public telephone, fire extinguisher, etc.; doors open outward into corridor
- Outlets damaged or easily overloaded

RESEARCH & DEVELOPMENT FACILITY STANDARDS BOOKLET

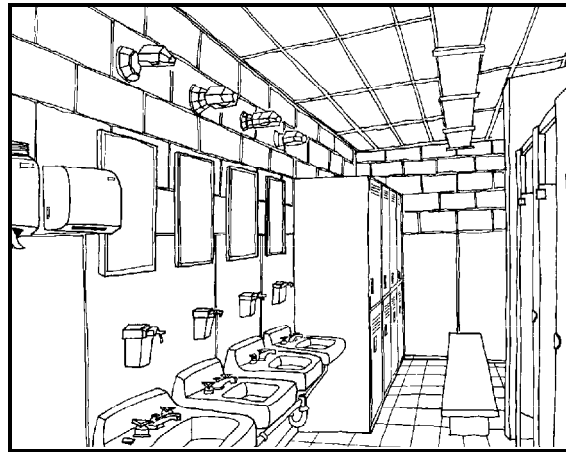
TOILETS/SHOWERS/LOCKER ROOM

GREEN



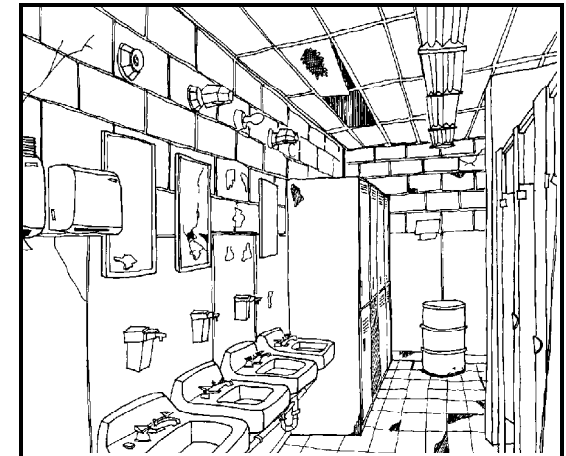
- Walls of quality, durable material, ample safety electrical outlets
- High quality ceiling with integrated lighting
- Complete interior design of coordinated colors, fixture and finishes of durable maintainable materials
- Full handicapped accessibility
- Adequate facilities for population served
- Ample hot water and water pressure
- Locker room with fixed bench and individual lockers
- Built-in ventilation fan and electrical safety outlets

AMBER



- Wall covering in good state of repair, electrical conduit painted to match wall
- Ceiling in good repair with adequate lighting
- Sound use of color and materials with all fixtures and finishes in good shape
- Some provisions made for handicapped accessibility
- Adequate facilities for population served
- Insufficient hot water or water pressure
- No separate locker room
- Inadequate number of electrical safety outlets

RED



- Floors and walls damaged and stained, exposed electrical conduit, piping, etc.
- Ceiling in disrepair, poor or insufficient lighting
- Mismatched colors and finishes, some fixtures and components missing or damaged
- No handicapped accessibility
- Insufficient facilities for population served
- No hot water or water pressure
- No locker room
- No ventilation fan and/or electrical safety outlets

RESEARCH & DEVELOPMENT FACILITY STANDARDS BOOKLET

UTILITIES

GREEN

- Modern and sufficient electrical fixtures and system in good operation
- Water system with sufficient pressure, hot water and flow at all times
- Drainage system operates without leaks or blockages
- Sufficient and operable telephone system
- Heating, ventilation and air conditioning (HVAC) system maintains normal comfort cooling and heating

AMBER

- Adequate electrical fixtures with few system failures
- Water system adequate with minor pressure and flow problems
- Drainage system has minor problems
- Adequate telephone system support
- HVAC has some areas outside normal comfort cooling and heating

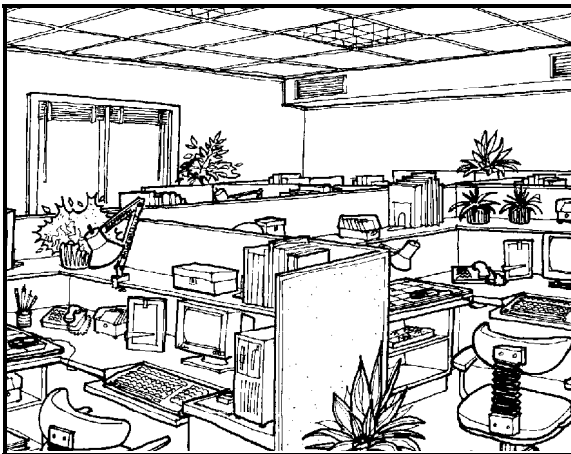
RED

- Inadequate electrical system with frequent failures
- Water system with leaks and pressure and flow problems
- Drainage system has frequent leaks and blockages
- Inadequate telephone system subject to failures
- HVAC does not maintain normal comfort cooling and heating

RESEARCH & DEVELOPMENT FACILITY STANDARDS BOOKLET

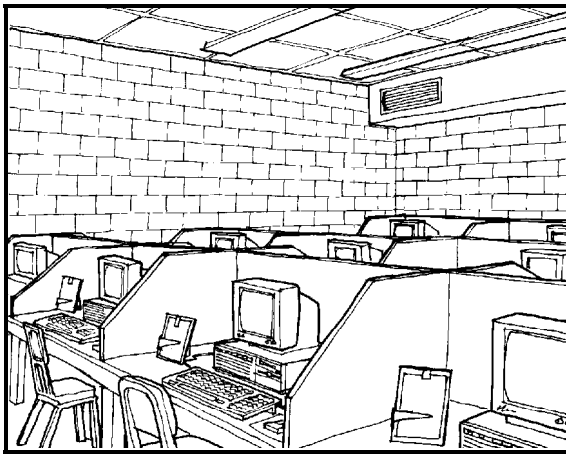
COMPUTER FACILITIES

GREEN



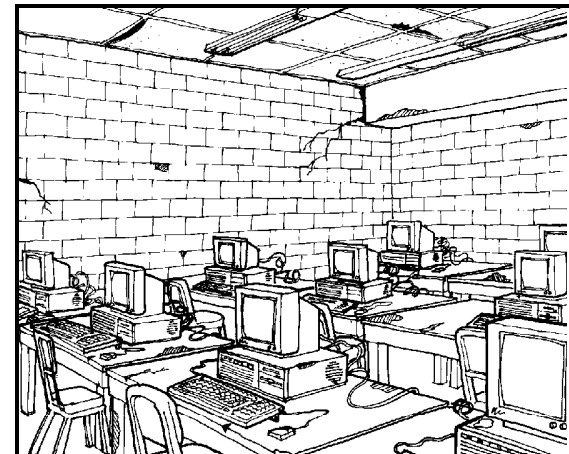
- Flexible, integrated design supports all necessary equipment
- Separate dedicated power with Uninterruptable Power Supply (UPS)
- Dedicated air-conditioning with humidity control
- Non-conductive flooring

AMBER



- Walls, ceiling and floor in good repair
- No UPS
- Air-conditioned
- Static mats

RED

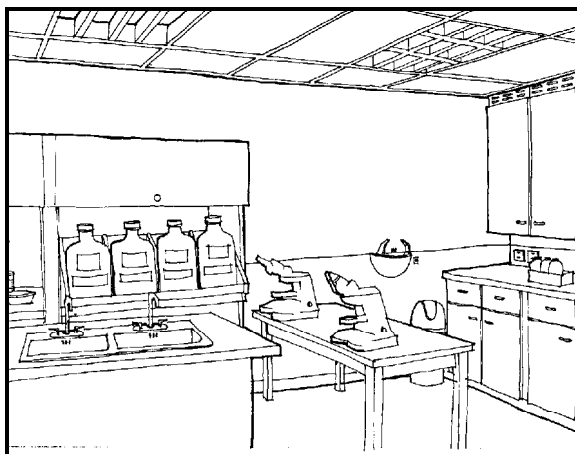


- Walls, ceiling and floor cracked, worn or damaged
- Non-dedicated power
- Inadequate climate control
- Bare floor

RESEARCH & DEVELOPMENT FACILITY STANDARDS BOOKLET

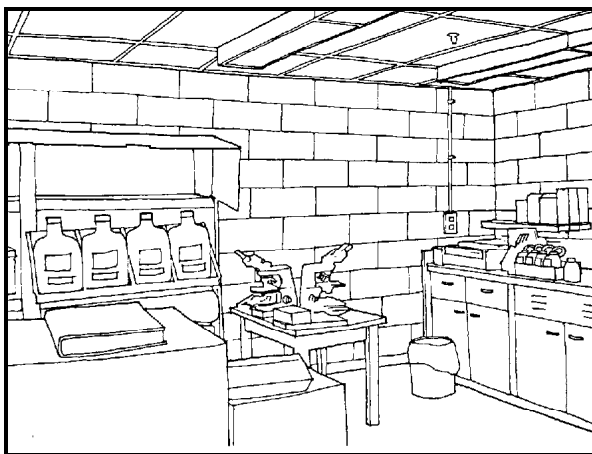
LABORATORY/RESEARCH WORK AREA

GREEN



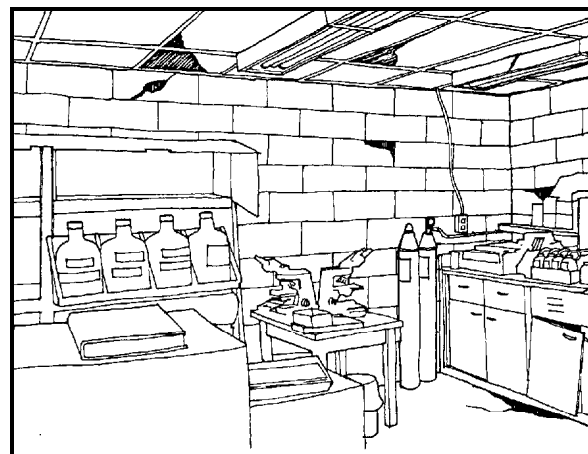
- Flexible, integrated design supports all necessary equipment
- Coordinated interior design
- All heating, cooling and ventilation requirements met
- Emergency eye washes and showers in good condition and installed at appropriate locations

AMBER



- Design layout does not efficiently support all equipment
- Walls, ceiling and floor in good repair
- Heating, cooling and ventilation marginal
- Emergency eye washes and/or showers require repair or upgrading

RED

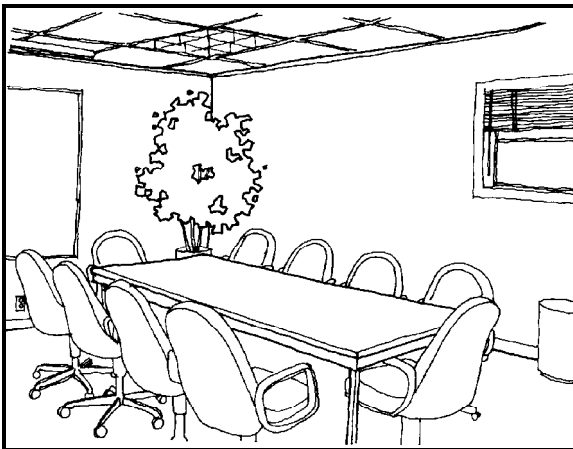


- Required equipment can not be supported
- Walls, ceiling and floor cracked, worn or damaged
- Heating, cooling or ventilation inadequate
- Emergency eye washes and/or showers required but not installed

RESEARCH & DEVELOPMENT FACILITY STANDARDS BOOKLET

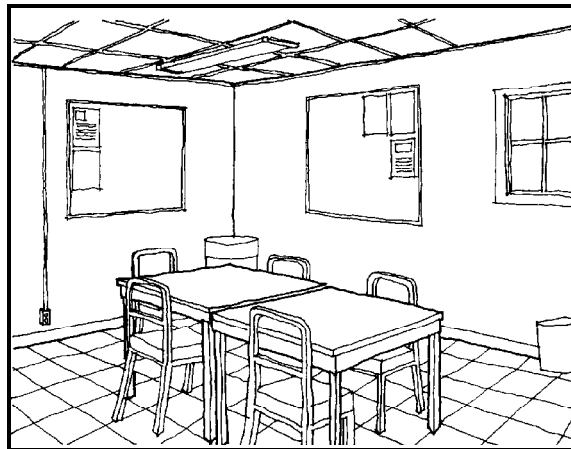
MEETING/CONFERENCE ROOM

GREEN



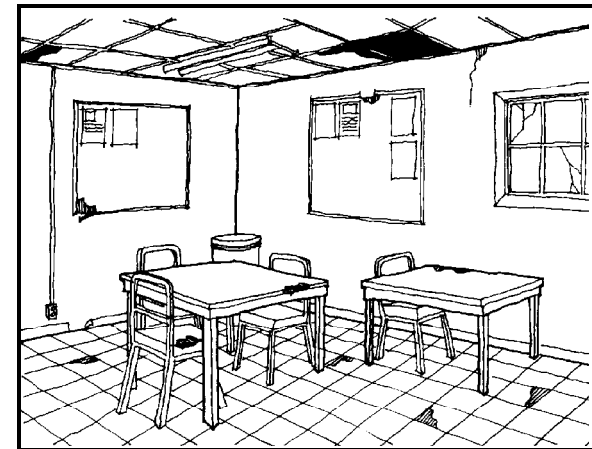
- Coordinated interior design in good repair
- Variable lighting
- Design incorporates state-of-the-art audio/visual
- Can be secured for classified briefings
- Visual aids visible to all in room
- Telephone available

AMBER



- Walls, ceiling and floor in good repair
- Minimal lighting
- Audio/visual supported
- Cannot be secured for classified briefings
- Obstructions prevent observation of visual aids for some personnel
- No telephone

RED



- Walls, ceiling and floor cracked, worn or damaged
- Inadequate lighting
- No accommodations for audio/visual
- No telephone